

Tau Beta Pi Officer Meeting Minutes
December 9, 2014 5:30 PM

Members in attendance

X	President – Casey Stallbaumer	X	Cataloger Elect - Yichao Zhang
X	Vice President – Emily Garrison	X	Editor - Nolan Gaede
X	Vice President Elect – Jacob Lengquist	X	Editor Elect – Stephen Fleming
	Treasurer - Patrick Hawn	X	Webmaster – Jiazhong Song
X	Treasurer Elect – Levi Hefner	X	Webmaster Elect – Jay Disberger
	Corresponding Secretary - Katie Helmer	X	Awards Chair – Caleb Mitchell
	Corresponding Secretary Elect - Katie Helmer	X	Awards Chair Elect – Austin Jueneman
X	Recording Secretary – Jacob Lengquist	X	Engineering Futures Chair - Eric Kerschen
X	Recording Secretary Elect – Lucas Verschelden		ESC Representative - TBD
X	Cataloger – Yichao Zhang	X	Social Chair – Ryan Whelchel

Advisors in attendance

Larry Satzler
Don Phillippi

Inviting New Members

- Need to recruit new members
 - Handing out letters appreciated
 - Going to do majors with seminars only in the future (emails to rest)
 - Possibly going to give letters to advisors if no seminar

Organization

- Orgsync
 - **Include department seminar times**
 - Going to teach the basics next semester
 - Emails will include direct link until then
- Group Me
 - Going to create a Group Me for officers
- Emails
 - Goal is to reduce the number of emails from Tau Beta Pi
- Minutes
 - Minutes will no longer be emailed
 - Look for them on Orgsync instead
- Meetings
 - Everyone not required to come each week
 - Every other week full attendance required with exceptions
 - Groupme will be used to alert officers if times change

Tau Beta Pi Officer Meeting Minutes
January 20, 2015 5:00 PM

Members in attendance

X	President – Casey Stallbaumer	X	Cataloger Elect - Yichao Zhang
X	Vice President – Emily Garrison		Editor - Nolan Gaede
X	Vice President Elect – Jacob Lengquist	X	Editor Elect – Stephen Fleming
X	Treasurer - Patrick Hawn		Webmaster – Jiazhang Song
	Treasurer Elect – Levi Hefner	X	Webmaster Elect – Jay Disberger
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X	Recording Secretary Elect – Lucas Verschelden		ESC Representative - TBD
X	Cataloger – Yichao Zhang	X	Social Chair – Ryan Whelchel

Advisors in attendance

X Larry Satzler
 Don Phillippi

Old Business:

- Casey has begun talking to potential new advisors

New Business:

- Information Session
 - February 12, 6:00 PM, Rathbone 1066
 - Dress Nicely
- Pizza Party
 - March 2, 6:00 PM, TBA
- Service Project
 - March 28 or 29
 - Final date still to be decided
- General Body Meeting
 - March 10, 5:30 PM, TBA
 - Will discuss cords
 - Will ratify ballet
 - May do something fun
- Pi Day
 - March 12 (March 14 is on a Saturday)
 - Need ideas
- Engineering Futures
 - Still deciding on a date
- Inviting New Members
 - Passing out pamphlets
 - Computer Engineering – Give to office
 - Electrical Engineering – Give to office

- Mechanical Engineering – Give to office
 - At seminars, place names on PowerPoint slide instead of calling
 - Ensure letters aren't left behind at the end of seminars
- Review Letter
 - **Letter will be emailed this week. Please review and give any feedback to Casey**

Next week will be a quick meeting to discuss and pack letters.

Tau Beta Pi Officer Meeting Minutes
February 10, 2015 5:00 PM

Members in attendance

X	President – Casey Stallbaumer	X	Cataloger Elect - Yichao Zhang
X	Vice President – Emily Garrison	X	Editor - Nolan Gaede
X	Vice President Elect – Jacob Lengquist	X	Editor Elect – Stephen Fleming
	Treasurer - Patrick Hawn		Webmaster – Jiazhang Song
X	Treasurer Elect – Levi Hefner	X	Webmaster Elect – Jay Disberger
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X	Recording Secretary – Jacob Lengquist	X	Engineering Futures Chair - Eric Kerschen
X	Recording Secretary Elect – Lucas Verschelden		ESC Representative - TBD
X	Cataloger – Yichao Zhang	X	Social Chair – Ryan Whelchel

Advisors in attendance

Larry Satzler
Don Phillippi

Old Business:

- All extra invitations need to be picked up
- Wilken with BAE is considering becoming new advisor
- ESC Meetings are taken care of for the upcoming weeks, but a permanent solution is needed

New Business:

- Information Session
 - February 12, 6:00 PM, Rathbone 1066
 - Dress Nicely
 - Everyone that can be there should be there
- Engineering Futures
 - Tentatively April 18
 - Effective Presentations is being considered
- Pi Day
 - Show off your bent or other form of TBP pride
 - TBP Buttons will be available
 - “Pie a Pi” event is under consideration. Need volunteers

Tau Beta Pi Officer Meeting Minutes
February 17, 2015 5:00 PM

Members in attendance

X	President – Casey Stallbaumer	X	Cataloger Elect - Yichao Zhang
X	Vice President – Emily Garrison	X	Editor - Nolan Gaede
X	Vice President Elect – Jacob Lengquist	X	Editor Elect – Stephen Fleming
	Treasurer - Patrick Hawn		Webmaster – Jiazhang Song
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X	Recording Secretary – Jacob Lengquist		Engineering Futures Chair - Eric Kerschen
X	Recording Secretary Elect – Lucas Verschelden		ESC Representative - TBD
X	Cataloger – Yichao Zhang	X	Social Chair – Ryan Whelchel

Advisors in attendance

	Larry Satzler
X	Don Phillippi
	Lisa Wilken

Old Business:

- Information Session Report –
 - About 40 students attended and 10 more wanted info
 - Applications due Friday
 - Will review applications next meeting
- New Advisor – Lisa Wilken, BAE

New Business:

- Calendar Updates
 - Be sure to review updates and room changes
- Scavenger Hunt Help
 - Describe chapter using road sign: Construction next X miles
 - Need pictures of snow sculptures, angels, etc.
 - List of “Top Ten” reasons to join
- Pi Day
 - “Pie a Pi” is no longer an option
 - Pie eating contents at 12:30 or so (Katie getting supplies)
 - Pizza for Pi at 12:00n or so (Casey getting supplies)
 - Guess How Much Pi all day (Ryan getting supplies)

Tau Beta Pi Officer Meeting Minutes
March 3, 2015 5:30 PM

Members in attendance

X	President – Casey Stallbaumer	X	Editor - Nolan Gaede
X	Vice President – Emily Garrison		Editor Elect – Stephen Fleming
	Vice President Elect – Jacob Lengquist		Webmaster – Jiazhang Song
	Treasurer - Patrick Hawn	X	Webmaster Elect – Jay Disberger
X	Treasurer Elect – Levi Hefner		Awards Chair – Caleb Mitchell
	Corresponding Secretary - Katie Helmer		Awards Chair Elect – Austin Jueneman
	Corresponding Secretary Elect - Katie Helmer	X	Engineering Futures Chair - Eric Kerschen
	Recording Secretary – Jacob Lengquist		ESC Representative - TBD
X	Recording Secretary Elect – Lucas Verschelden		Social Chair – Ryan Whelchel
	Cataloger – Yichao Zhang		
	Cataloger Elect - Yichao Zhang		

Engineering Student Council

- March 30-elections
- Funding requests due Friday
- Isis is now called ksis because the terrorists won
- March 27th-dance

Pi Day

- Advertising-Jay or Casey doing flyers
- Pizza-Casey
- Pies-Katie
- Ingredients-Ryan

Regional Conference Report

- Canned Food Drive-We won again! 1100 cans to 250!
- WE ARE HOSTING THE REGIONAL CONFERENCE NEXT YEAR!!!!
 - Be ready to get down to business
- Tau Beta Pi Recognition
 - Potentially t-shirts or something to go on backpack-bring up at general body meeting
 - Potentially moving the bent to a more prominent location
- 50% initiative
 - Try to increase the enrollment year to year
- Partnering with other groups for projects

General Body Meeting-5:30

- Talk about t-shirts or backpack pins
- Make sure to tell people to come!!!!
- OFFICERS SHOW UP AT 5:15 FOR OUR MEETING IN DURLAND 1029!!!

Tau Beta Pi Officer Meeting Minutes
March 31, 2015 5:00 PM

Members in attendance

X	President – Casey Stallbaumer	X	Cataloger Elect - Yichao Zhang
X	Vice President – Emily Garrison		Editor - Nolan Gaede
X	Vice President Elect – Jacob Lengquist	X	Editor Elect – Stephen Fleming
	Treasurer - Patrick Hawn		Webmaster – Jiazhang Song
	Treasurer Elect – Levi Hefner	X	Webmaster Elect – Jay Disberger
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X	Recording Secretary – Jacob Lengquist	X	Engineering Futures Chair - Eric Kerschen
	Recording Secretary Elect – Lucas Verschelden		ESC Representative - TBD
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Underclassmen of the Year

- Selections will be reviewed in a future meeting.

T-Shirts

- Choosing more expensive, better quality shirts. Details to follow.

Reports to Nationals

- Reports are due Thursday.

Initiation

- April 16 at 4:30pm in DUR 1029.
- Dress professionally.
- Parts
 - Still need non-speaking roles filled
- Ribbons
 - Katie will be assembling ribbons
- Banquet
 - Send RSVP as soon as possible

Engg. Futures

- April 18 at 9am. Laptops are needed.

Social/Elections

- Need finalized times.
- Planning on Friday, April 17 at 5pm.

General Body Involvement

- Think of ways to get general body more involved.
- Committee structure has been proposed.

Tau Beta Pi Officer Meeting Minutes
April 7, 2015 5:30 PM

Members in attendance

X	President – Casey Stallbaumer	X	Cataloger Elect - Yichao Zhang
X	Vice President – Emily Garrison	X	Editor - Nolan Gaede
X	Vice President Elect – Jacob Lengquist	X	Editor Elect – Stephen Fleming
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X	Recording Secretary Elect – Lucas Verschelden		ESC Representative - TBD
X	Cataloger – Yichao Zhang	X	Social Chair – Ryan Whelchel

Advisors in attendance

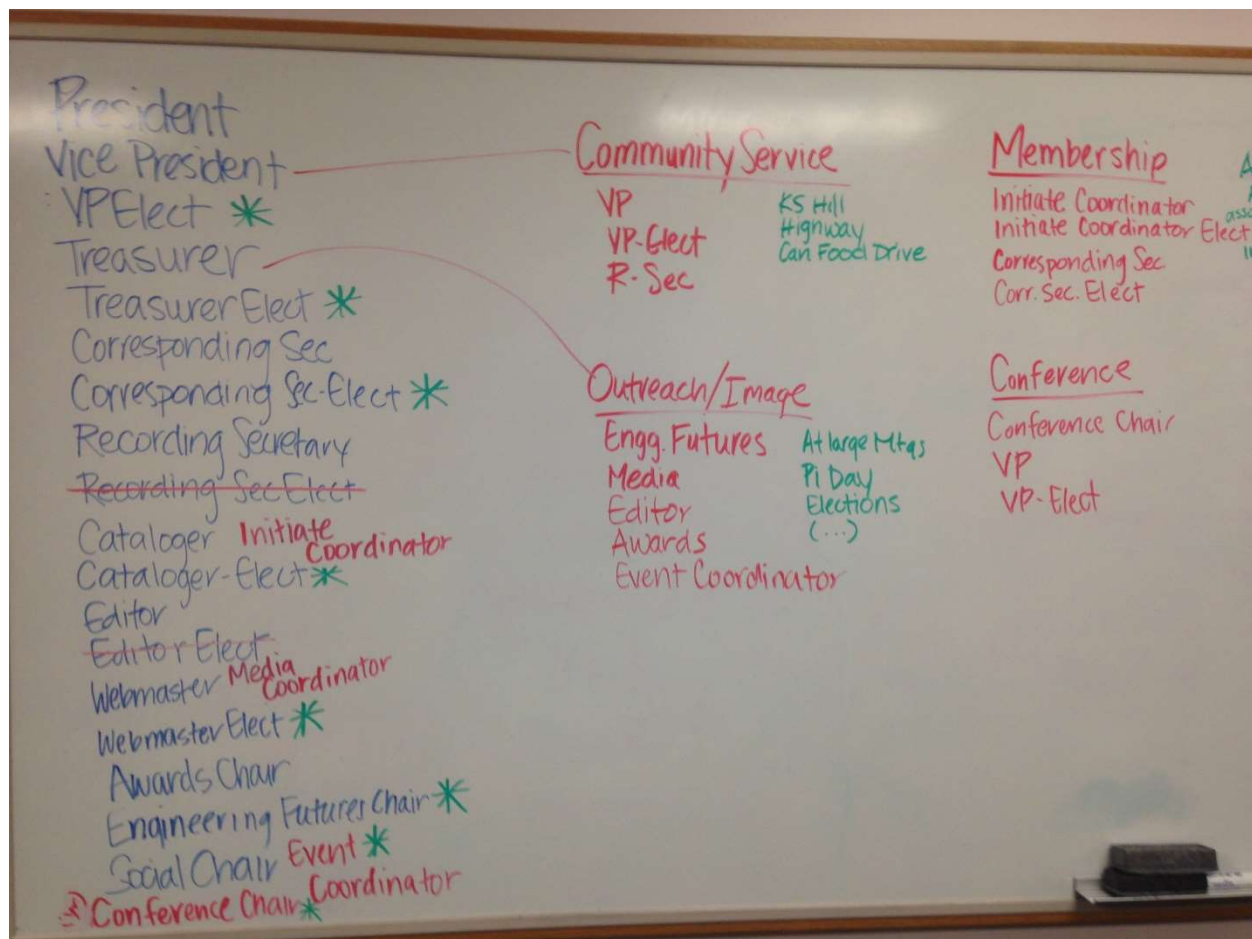
Lisa Wilken
Don Phillippi

Old Business:

- Report coordination-Katie and Yichao
- Underclassmen of the Year
 - Review applications and submit in ranked form 1 through 5
 - Base on whether or not they would make a good TBP candidate

New Business:

- Initiation- 4:30 April 16 DUR 1029
 - Parts-All accounted for
 - Ribbons-Katie
 - Banquet- Come if you can! Represent well! Dress is business professional.
- Engg. Futures
 - 5 people bringing laptops, could probably use a couple more
- Social/Elections
 - Big changes here!
 - Committees and fewer positions



- Transfer from KSOL to Orgsync
- General Body more involved (if time permits)

April 28, 5:00 PM



Old Business:

- Event Ideas
 - Movie Night
 - Bowling Night
 - 5k in some way, hosting or participating
 - Tailgate
 - Beginning of year
 - Budget for Food
 - Need one for the middle and one for the end of the semester potentially, tailgate at the beginning of the year

New Business:

- Meeting Times
 - Will send out a doodle poll
 - Each committee needs a specific meeting time and exec board needs a meeting time
- Summer Tasks
 - Not much, just some planning to do
 - Will have meetings right at the beginning of the semester in order to get invitations out
 - DATES ARE ONLY CLOSE NOT EXACT
- ESC Reps
 - Do it like last semester where someone new goes every week to avoid paining one person
- T-Shirts in sometime next week, at least by Friday
 - Need help handing them out in the atrium at certain times of the day

Officer List

Position	Name	Major	Phone	eID
President X	Emily Garrison	ARE	(740) 629-4474	emgar
Vice President X	Jacob Lengquist	ARE	(913) 952-9710	jadub
<i>Vice President Elect</i>	Caroline Kabus	ARE	(785)215-7902	ckabus
Treasurer X	Levi Hefner	ME	(785) 953-0754	levihefner
Corresponding Secretary X	Katie Helmer	ARE	(316) 680-5431	khelmer
<i>Corresponding Secretary Elect</i> X	Peter Jensen		(620) 217-0172	Plj1002
Recording Secretary X	Lucas Verschelden	IE	(913) 488-6887	lucasv
Membership Coordinator X	Yichao Zhang	CHE	(785) 340 5624	yichao
<i>Membership Coordinator Elect</i> X	Maggie Spangler	BAE	(913) 972-3454	Margar1
Editor X	Stephen Fleming	CHE	(913) 244-2262	stephenf
Media Coordinator X	Jay Disberger	ARE	(970) 815-8590	Jayo777
<i>Media Coordinator Elect</i>				
Awards Chair X	Austin Jueneman	CE	(785) 747-7379	Aj12
Engineering Futures Chair X	Tanner Wolf		(785) 844-0432	wolft
Events Chair X	Nathan Robertson		(913) 481-1485	Tracer
Conference Coordinator	Aaron Mason		(920) 755-4704	amaaronmason

Membership – President

Initiate Coordinator

Initiate Coordinator – Elect

Corresponding Secretary

Corresponding Secretary – Elect

Community Service – VP

VP- Elect

Recording Secretary

Outreach/Image – Treasurer

Engg. Futures

Media/Elect

Editor

Awards

Events

Conference – VP

Conference Chair

VP Elect

Fall 2015 Calendar

Date	Activity	Location and Time	Responsible Party
August 17	Complete List of Prospective Students		Corr. Sec./Cataloguer
August 24	Send Report of Eligibility		Corr. Sec.
	Stuff Parent Envelopes		
August 28	Send 1 st letter to Parents Send 1 st email to students		Cataloger
	Welcome back event?		
September 1	General Body meeting to invite new initiates, explain new committees	5:30 pm	Everyone
September 22	Information Session	RA 1066 6:00 pm	President, Cataloguer, All officers
October 2	Applications Due	RA 1042 4:30 pm	Cataloguer
October 6	Review Applications Hand out acceptance letters and send emails Email Signature books		ALL Cataloger Cataloger
October 29-31	Convention	Providence, RI	Emily and Jacob
October 8	Pizza party	RA 1052 6:00pm	President, Cataloguer, All Officers
October 17	Adopt-A-Highway Service Project		ALL+innitiates
October 23	Signature Books Due	RA 1042 4:30pm	
October 24	KS Hill Service Project		
October 27	Review signature books		ALL
November 6	Catalog Card due date & Submit election report		Corr. Sec.
November 16-20	Canned Food Drive		
December 3	Initiation/Banquet	DUR 1029 4:30	ALL
December 4	Elections and Social	TBA 5:00pm	ALL
December 17	Submit Final Action Report and Roll Book Signatures & Report of Officer Election Submit Fees		Corr. Sec. Treasurer
	Engineering Futures	RA 1066 9 am	Engg Fut. Chair + All